

**Request for Prospective Adoptive
Parent Designation, Notice, and Order**

After filling out this form, bring it to the clerk of the court. If you want to keep an address or telephone number confidential, fill out form JV-322, Confidential Information—Prospective Adoptive Parent, and do not write the address or phone number on this form.

Clerk stamps date here when form is filed.

Fill in court name and street address:

Superior Court of California, County of

Fill in child's name and date of birth:

Child's Name:

Date of Birth:

Clerk fills in case number when form is filed.

Case Number:

- ① Information about the person or persons you want to be designated as prospective adoptive parents:
- a. Name: _____
- b. Name: _____
- c. Address: _____
- d. Phone number: _____
- ② If you are not a person in ①, fill out below.
- a. My name: _____
- b. I am the ☐ child ☐ child's attorney ☐ other
(specify role): _____
- c. My address: _____
- d. My phone number: _____
- ③ If you are not the child's attorney and you know who the child's attorney is, fill out below.
- a. Name of child's attorney's : _____
- b. Phone number of child's attorney: _____
- c. Address of child's attorney: _____
- ④ ☐ The child is 10 years of age or older. Child's phone number: _____
or ☐ Telephone number is confidential
- ⑤ The child lived with the person from (date): _____ to (date): _____
and from (date): _____ to the present.
In order for the person in ① to become a prospective adoptive parent, the child must be living with that person now.
- ⑥ Date of Welfare and Institutions Code section 366.26 hearing: _____
If a Welfare and Institutions Code section 366.26 hearing has not been set, it is too early to fill out this form. The person in ① must wait until the section 366.26 hearing is scheduled and parental rights are terminated to be designated as a prospective adoptive parent.
- ⑦ ☐ The person in ① is committed to adopting the child.



Child's name: _____

Case Number: _____

NOTICE

- ⑩ Notice of the request for "prospective adoptive parent" designation was given to:

a. ☐ The adoption agency (*name of agency employee notified*): _____

(1) ☐ Orally, in person, on (*date*): _____
at (*time*): _____

(2) ☐ Orally, by telephone, on (*date*): _____
at (*time*): _____
Phone number: _____

(3) ☐ By personally delivering copies to the person served on
(*date*): _____ at (*time*): _____

(4) ☐ By placing copies in a sealed envelope and depositing the
envelope ☐ directly in the U.S. mail with postage paid
☐ at my place of business for same-day collection and
mailing with the U.S. mail, following our ordinary business
practice addressed as follows: _____

Clerk stamps date here when form is filed.

Fill in court name and street address:

Superior Court of California, County of _____

b. ☐ The caregiver (*name*): _____

(1) ☐ Orally, in person, on (*date*): _____ at (*time*): _____

(2) ☐ Orally, by telephone, on (*date*): _____ at (*time*): _____
Phone number: _____ or ☐ Confidential phone number in court file

(3) ☐ By personally delivering copies to the person served on (*date*): _____ at (*time*): _____

(4) ☐ by placing copies in a sealed envelope and depositing the envelope ☐ directly in the U.S. mail
with postage paid ☐ at my place of business for same-day collection and mailing with the U.S.
mail, following our ordinary business practice addressed as follows: _____

or ☐ Confidential address in court file

c. ☐ The child's attorney (*name*): _____

(1) ☐ Orally, in person, on (*date*): _____ at (*time*): _____

(2) ☐ Orally, by telephone, on (*date*): _____ at (*time*): _____
Phone number: _____

(3) ☐ By personally delivering copies to the person served on (*date*): _____ at (*time*): _____

Child's name: _____

- (4) ☐ By placing copies in a sealed envelope and depositing the envelope ☐ directly in the U.S. mail with postage paid ☐ at my place of business for same-day collection and mailing with the U.S. mail, following our ordinary business practice addressed as follows: _____

d. ☐ The child, if 10 years of age or older (*name*): _____

- (1) ☐ Orally, in person, on (*date*): _____ at (*time*): _____
- (2) ☐ Orally, by telephone, on (*date*): _____ at (*time*): _____
Phone number: _____ or ☐ Confidential phone number in court file
- (3) ☐ By personally delivering copies to the person served on (*date*): _____ at (*time*): _____
- (4) ☐ By placing copies in a sealed envelope and depositing the envelope ☐ directly in the U.S. mail with postage paid ☐ at my place of business for same-day collection and mailing with the U.S. mail, following our ordinary business practice addressed as follows: _____

or ☐ Confidential address in court file

e. ☐ The child's identified Indian tribe, if any (*name of tribe and person notified*): _____

- (1) ☐ Orally, in person, on (*date*): _____ at (*time*): _____
- (2) ☐ Orally, by telephone, on (*date*): _____ at (*time*): _____
Phone number: _____ or ☐ Confidential phone number in court file
- (3) ☐ By personally delivering copies to the person served on (*date*): _____ at (*time*): _____
- (4) ☐ By placing copies in a sealed envelope and depositing the envelope ☐ directly in the U.S. mail with postage paid ☐ at my place of business for same-day collection and mailing with the U.S. mail, following our ordinary business practice addressed as follows: _____

f. ☐ The child's Indian custodian, if any (*name*): _____

- (1) ☐ Orally, in person, on (*date*): _____ at (*time*): _____
- (2) ☐ Orally, by telephone, on (*date*): _____ at (*time*): _____
Phone number: _____ or ☐ Confidential phone number in court file
- (3) ☐ By personally delivering copies to the person served on (*date*): _____ at (*time*): _____
- (4) ☐ By placing copies in a sealed envelope and depositing the envelope ☐ directly in the U.S. mail with postage paid ☐ at my place of business for same-day collection and mailing with the U.S. mail, following our ordinary business practice addressed as follows: _____

or ☐ Confidential address in court file

Case Number:

Child's name: _____

g. ☐ The child's Court Appointed Special Advocate (CASA) program, if any (*name of person notified*):

(1) ☐ Orally, in person, on (*date*): _____ at (*time*): _____

(2) ☐ Orally, by telephone, on (*date*): _____ at (*time*): _____

Phone number: _____

(3) ☐ By personally delivering copies to the person served on (*date*): _____ at (*time*): _____

(4) ☐ By placing copies in a sealed envelope and depositing the envelope ☐ directly in the U.S. mail with postage paid ☐ at my place of business for same-day collection and mailing with the U.S. mail, following our ordinary business practice addressed as follows: _____

11 At the time of notice I was at least 18 years of age and not a party to this matter. I work or am employed in the county where the mailing occurred. My residence or business address is (*specify*): _____

12 I declare under penalty of perjury under the laws of the State of California that the information in items 10 and 11 is true and correct, which means if I lie on this form I am committing a crime.

Date: _____

Type or print your name



Sign your name



Child's name: _____

Case Number: _____

Clerk stamps date here when form is filed.

Fill in court name and street address:

Superior Court of California, County of _____

13 This order was made:

- a. ☐ On the court's own motion
- b. ☐ At the request of
(name): _____
(relationship to the child): _____
- c. ☐ The request was made:
(1) ☐ Orally at the hearing held on (date): _____
(2) ☐ In writing by filing form JV-321, *Request for Prospective Adoptive Parent Designation*, on (date): _____

The court finds and orders:

- 14 ☐ The child's current caregiver or caregivers
(name): _____
(name): _____
☐ is ☐ are designated as the child's prospective adoptive parent or parents because:
a. The child has lived with the caregiver for at least six months
b. The caregiver currently expresses a commitment to adopting the child *and*
c. The caregiver has taken at least one step to facilitate the adoption

- 15 ☐ The child's current caregiver or caregivers
(name): _____
(name): _____
☐ does ☐ do not qualify as the prospective adoptive parent or parents of the child, and the request for designation as the prospective adoptive parent or parents is denied, because:
a. ☐ The child has not lived with the caregiver for at least six months
b. ☐ The caregiver does not currently express a commitment to adopting the child
c. ☐ The caregiver has not taken any steps to facilitate the adoption
d. ☐ Other (explain): _____

- 16 ☐ The court thinks that the request for designation as a prospective adoptive parent will be contested or wants more evidence on the request, and orders a hearing on the request.
The hearing will be on (date): _____ at (time): _____ ☐ a.m. ☐ p.m.
in department _____ of the superior court located at: _____

Date: _____



Judge (or Judicial Officer)